

**481—25.11(17A) Appeal procedure.** Department decisions regarding targeted small businesses may be contested by an adversely affected party. Requests for a hearing must be made in writing to the department within 30 days of mailing or serving a decision. Appeals and hearings are controlled by 481—Chapter 10, “Contested Case Hearings,” Iowa Administrative Code.

**25.11(1)** The proposed decision of the administrative law judge becomes final ten days after it is mailed.

**25.11(2)** Any request for administrative review of a proposed decision must:

- a.* Be made in writing;
- b.* Be filed with the director within ten days after the proposed decision was mailed to the aggrieved party; and
- c.* State the reason(s) for the request.

Date of receipt by personal service or the postmarked date is the time of filing.

**25.11(3)** The decision of the director shall be based upon the record and become final agency action upon mailing.